

CA095214

**SHELBY COUNTY BOARD OF COMMISSIONERS
AGENDA ROUTE SHEET**

Referred to Commission Committee: _____

For Commission Action on: _____

DESCRIPTION OF ITEM:

RESOLUTION AMENDING THE FY 2008/2009 OPERATING BUDGET OF THE JUVENILE COURT OF MEMPHIS AND SHELBY COUNTY CHILD SUPPORT GRANT TO REALLOCATE FUNDS WITHIN SAID BUDGET WITH NO CHANGE IN THE TOTAL GRANT BUDGET. THIS RESOLUTION IS SPONSORED BY COMMISSIONER SIDNEY CHISM.

CHECK ALL THAT APPLY BELOW:

_____ This Action does NOT require expenditure of funds.

 X This Item requires/approves expenditure of funds as follows (complete all that apply):

County General Funds: \$ _____; County CIP Funds- \$ _____

Federal thru State Grant Funds: \$216,000.00; State Gas Tax Funds: \$ _____

Federal Grant Funds: \$ _____

Other funds (Specify source and amount): \$ _____

Other pass-thru funds (Specify source and amount): \$ _____

Originating Department: Juvenile Court – Child Support Division

APPROVAL:

Dept. Head: _____
(Type your name & phone #.) (Initials) (Date)

Elected Official: Larry K. Scroggs 405-8518 JS 5-20-09
(Type your name & phone #.) (Initials) (Date)

Division Director: _____
(Type your name & phone #.) (Initials) (Date)

CIP – A&F Director: _____
(Type your name & phone #.) (Initials) (Date)

Finance Dept. Dike Swift mal 5/28/09
(Type your name & phone #.) (Initials) (Date)

County Attorney: Mary L. Bright mb 5-22-09
(Type your name & phone #.) (Initials) (Date)

CAO/Mayor: James F. Huntzicker 545-4514 JFH 5/1/09
(Type your name & phone #.) (Initials) (Date)

SUMMARY SHEET

I. Description of Item

RESOLUTION AMENDING THE FY 2008/2009 OPERATING BUDGET OF THE JUVENILE COURT OF MEMPHIS AND SHELBY COUNTY CHILD SUPPORT GRANT TO REALLOCATE FUNDS WITHIN SAID BUDGET WITH NO CHANGE IN THE TOTAL GRANT BUDGET. THIS RESOLUTION IS SPONSORED BY COMMISSIONER SIDNEY CHISM.

II. Source and Amount of Funding

Child Support Enforcement Program is 100% funded by a federal through state grant from Tennessee Department of Human Services (DHS).

Resolution is for budget reallocation only with -0- net change in total grant budget of \$14,834,617.00. Funds reallocated per Exhibit A as approved by DHS.

III. Additional Information Relevant to Approval of this Item

FY 2008/2009 budget for the Child Support Enforcement Program was approved by the Shelby County Commission at the same funding level as FY 2007/2008 in the amount of \$14,834,617.00.

Budget reallocation was approved by the Department of Human Services to allow for payment of various expenses in the final year of the contract per Exhibit A.

ITEM # _____

PREPARED BY: Dini Malone

SPONSORED BY COMMISSIONER CHISM

APPROVED BY: 

DESCRIPTION OF ITEM:

RESOLUTION AMENDING THE FY 2008/2009 OPERATING BUDGET OF THE JUVENILE COURT OF MEMPHIS AND SHELBY COUNTY CHILD SUPPORT GRANT TO REALLOCATE FUNDS WITHIN SAID BUDGET WITH NO CHANGE IN THE TOTAL GRANT BUDGET. THIS RESOLUTION IS SPONSORED BY COMMISSIONER SIDNEY CHISM.

WHEREAS, Shelby County Government, on behalf of the Juvenile Court of Memphis and Shelby County, has entered into annual cooperative agreements with the State of Tennessee, Department of Human Services, since July 1, 1976 to implement and maintain an effective child support enforcement program as per Title IV-D of the Social Security Act; and

WHEREAS, the Shelby County Board of Commissioners approved FY 2008/2009 Operating Budget of the Juvenile Court of Memphis and Shelby County Child Support Grant in the amount of \$14,834,617.00; and

WHEREAS, the State of Tennessee approved reallocation of the budget; and

WHEREAS, it is necessary to amend the Lapse Time Restriction, O&M and Fixed Asset Line Items.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SHELBY COUNTY, TENNESSEE, that the FY 2008/2009 Operating Budget of the Juvenile Court of Memphis and Shelby County is hereby amended and funds appropriated per Exhibit A which is attached hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED, that the Mayor and the Director of Administration and Finance are hereby authorized to issue their warrant or warrants to the extent of appropriations made in this resolution pursuant to the terms and conditions of said grant, and to take proper credit in their accounting therefor.

A C Wharton Jr., County Mayor

Date: _____

ATTEST:

Clerk of County Commission

ADOPTED _____

**JUVENILE COURT OF MEMPHIS AND SHELBY COUNTY
BUDGET AMENDMENT - CHILD SUPPORT GRANT
JULY 1, 2008 - JUNE 30, 2009**

EXHIBIT A

**FUND/ORG: 404-707003
JUVENILE COURT CHILD SUPPORT DIVISION**

| ACCT. NO. | ACCOUNT NAME | APPROVED BUDGET | AMENDMENT | REVISED BUDGET |
|----------------------|--------------------------------|----------------------------|------------------|---------------------------|
| 4331 | FEDERAL GRANTS THROUGH STATE | -14,834,617 | | -14,834,617 |
| | TOTAL STATE REVENUE | -14,834,617 | 0 | -14,834,617 |
| 5102 | SALARIES & LABOR | 9,731,068 | | 9,731,068 |
| 5109 | TEMPORARY LABOR | 251,272 | | 251,272 |
| | | 9,982,340 | 0 | 9,982,340 |
| 5510 | RETIREMENT SYSTEM | 681,175 | | 681,175 |
| 5511 | RETIREMENT INSURANCE OPEB | 656,847 | | 656,847 |
| 5515 | FICA | 15,579 | | 15,579 |
| 5516 | MEDICARE COVERAGE MQFE | 144,744 | | 144,744 |
| 5520 | GROUP LIFE INSURANCE | 66,171 | | 66,171 |
| 5540 | BLUE CROSS PPO INSURANCE | 27,672 | | 27,672 |
| 5543 | CIGNA INSURANCE | 1,100,068 | | 1,100,068 |
| 5560 | LONG TERM DISABILITY | 155,697 | | 155,697 |
| 5591 | OJI EXPENSE | 154,726 | | 154,726 |
| 5592 | UNEMPLOYMENT COMP | 32,842 | | 32,842 |
| | FRINGE BENEFITS | 3,035,521 | 0 | 3,035,521 |
| 5635 | LAPSE TIME RESTRICTION | -1,178,300 | 248,800 | -929,500 |
| | SALARIES | -1,178,300 | 248,800 | -929,500 |
| | SALARIES AND FRINGE BENEFITS | 11,839,561 | 248,800 | 12,088,361 |
| 6016 | DATA PROCESSING SUPPLIES | 219,417 | -191,000 | 28,417 |
| 6026 | EXPENDABLE FURN & EQUIPMENT | 22,000 | -20,000 | 2,000 |
| 6042 | MATERIALS & SUPPLIES | 500 | | 500 |
| 6048 | MEMBERSHIPS PUBLICATIONS DUES | 11,080 | | 11,080 |
| 6052 | OFFICE SUPPLIES | 30,000 | -20,000 | 10,000 |
| 6054 | PAPER PRODUCTS | 27,000 | -5,000 | 22,000 |
| 6064 | PHOTO, MAPS & BLUEPRINTS | 1,000 | -1,000 | 0 |
| 6068 | POSTAGE | 3,400 | | 3,400 |
| | SUPPLIES | 314,397 | -237,000 | 77,397 |
| 6404 | ADVERTISING | 0 | 11,500 | 11,500 |
| 6419 | EDUCATION & TRAINING | 1,000 | -1,000 | 0 |
| 6446 | LOCAL TRANSPORTATION | 2,500 | | 2,500 |
| 6464 | RETURNING PROSONERS | 1,000 | | 1,000 |
| 6467 | TRAVEL | 28,000 | -27,000 | 1,000 |
| | SERVICES | 32,500 | -16,500 | 16,000 |
| 6646 | PROFESSIONAL FEES | 336,480 | 50,000 | 386,480 |
| | TOTAL PROF. & CONTRACTED | 336,480 | 50,000 | 386,480 |
| 6771 | COMMUNICATIONS EXPENSE | 60,000 | -10,000 | 50,000 |
| 6777 | MAINT BUILDINGS & GROUNDS | 31,700 | -30,000 | 1,700 |
| 6780 | MAINT EQUIPMENT | 32,720 | -22,000 | 10,720 |
| 6795 | RENT EQUIPMENT | 32,750 | -8,000 | 24,750 |
| 6798 | RENT BUILDINGS & LAND | 316,000 | 7,000 | 323,000 |
| | TOTAL RENT, UTILITIES & MAINT. | 473,170 | -63,000 | 410,170 |
| 6852 | PRINTING INSIDE | 3,520 | -1,500 | 2,020 |
| 6854 | MAIL SERVICES | 110,800 | 15,000 | 125,800 |
| | TOTAL O&M CONTRAEXPENDITURES | 114,320 | 13,500 | 127,820 |
| 7003 | COMPUTER HARDWARE & SOFTWARE | 13,940 | 4,200 | 18,140 |
| | TOTAL ASSET ACQUISITIONS | 13,940 | 4,200 | 18,140 |

| | | | | |
|------|----------------------------|------------------|-----------------|------------------|
| | TOTAL EXPENDITURES | 1,284,807 | -248,800 | 1,036,007 |
| 9806 | TRANSFER TO JUVENILE COURT | <u>1,710,249</u> | | <u>1,710,249</u> |
| | TOTAL TRANSFERS | <u>1,710,249</u> | <u>0</u> | <u>1,710,249</u> |
| | TOTAL | <u>0</u> | <u>0</u> | <u>0</u> |

FUND/ORG: 961-307304
DIVISION OF PUBLIC WORKS

| | | | | |
|------|---------------------------|------------------------|-----------------|------------------------|
| 4262 | SERVICE INCOME (IFS FUND) | -1,372,387 | -15,000 | -1,387,387 |
| 6068 | POSTAGE | 1,040,503 | 15,000 | 1,055,503 |
| | TOTAL | <u>-331,884</u> | <u>0</u> | <u>-331,884</u> |

FUND/ORG: 961-307305
DIVISION OF PUBLIC WORKS

| | | | | |
|------|---------------------------|--------------------------|-----------------|--------------------------|
| 4262 | SERVICE INCOME (IFS FUND) | -1,627,665 | 1,500 | -1,626,165 |
| 6461 | PRINTING OUTSIDE | 478,773 | -1,500 | 477,273 |
| | TOTAL | <u>-1,148,892</u> | <u>0</u> | <u>-1,148,892</u> |

**JUVENILE COURT OF MEMPHIS AND SHELBY COUNTY
CHILD SUPPORT ENFORCEMENT GRANT CONTRACT
FY 2008-2009 BUDGET**

| | <u>Amended Budget, 9/9/08</u> | <u>Amendment #2</u> | <u>Amendment #3</u> | <u>Amended Budget, 05/11/09</u> |
|----------------------------------|-----------------------------------|-------------------------|-------------------------|-------------------------------------|
| Salaries | 9,126,229 | 106,000 | 104,000 | 9,336,229 |
| Fringe Benefits | 2,713,332 | 31,000 | 25,940 | 2,770,272 |
| Professional Fees/Grant & Awards | 336,480 | -50,000 | 100,000 | 386,480 |
| Supplies | 331,617 | -134,000 | -133,000 | 64,617 |
| Telephone | 60,000 | | -10,000 | 50,000 |
| Postage & Shipping | 114,200 | 50,000 | -35,000 | 129,200 |
| Occupancy | 316,000 | 7,000 | | 323,000 |
| Equipment Rental & Maintenance | 65,470 | | -30,000 | 35,470 |
| Printing & Publications | 14,600 | 10,000 | | 24,600 |
| Travel / Conferences & Meetings | 32,500 | -20,000 | -8,000 | 4,500 |
| Capital Purchase | 13,940 | | -13,940 | 0 |
| Indirect Costs | 1,710,249 | | | 1,710,249 |
| | 14,834,617 | 0 | 0 | 14,834,617 |

ATTACHMENT 1

GRANT BUDGET

(GRANT BUDGET PAGE 1)

REVISION #3

REVISION #5

| | | | | | |
|--|---|--|-----------------|-----------------------|-----------------|
| GRANTEE: | | MEMPHIS & SHELBY COUNTY JUVENILE COURT | | | |
| PROGRAM AREA: | | CHILD SUPPORT ENFORCEMENT | | | |
| APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period | | | | | |
| BEGINNING: | | July 1, 2008 | ENDING: | June 30, 2009 | |
| POLICY 03 Object Line-item Reference | EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable) | | GRANT CONTRACT | GRANTEE PARTICIPATION | TOTAL PROJECT |
| 1 | Salaries | | \$9,322,229.00 | \$0.00 | \$9,322,229.00 |
| 2 | Benefits & Taxes | | \$2,766,132.00 | \$0.00 | \$2,766,132.00 |
| 4, 15 | Professional Fees/Grant & Awards ² | | \$386,480.00 | \$0.00 | \$386,480.00 |
| 5 | Supplies | | \$64,617.00 | \$0.00 | \$64,617.00 |
| 6 | Telephone | | \$50,000.00 | \$0.00 | \$50,000.00 |
| 7 | Postage & Shipping | | \$129,200.00 | \$0.00 | \$129,200.00 |
| 8 | Occupancy | | \$323,000.00 | \$0.00 | \$323,000.00 |
| 9 | Equipment Rental & Maintenance | | \$35,470.00 | \$0.00 | \$35,470.00 |
| 10 | Printing & Publications | | \$24,600.00 | \$0.00 | \$24,600.00 |
| 11, 12 | Travel / Conferences & Meetings | | \$4,500.00 | \$0.00 | \$4,500.00 |
| 13 | Interest ² | | \$0.00 | \$0.00 | \$0.00 |
| 14 | Insurance | | \$0.00 | \$0.00 | \$0.00 |
| 16 | Specific Assistance to Individuals | | \$0.00 | \$0.00 | \$0.00 |
| 17 | Depreciation ² | | \$0.00 | \$0.00 | \$0.00 |
| 18 | Other Non-Personnel ² | | \$0.00 | \$0.00 | \$0.00 |
| 20 | Capital Purchase ² | | \$18,140.00 | \$0.00 | \$18,140.00 |
| 22 | Indirect Cost | | \$1,710,249.00 | \$0.00 | \$1,710,249.00 |
| 24 | In-Kind Expense | | \$0.00 | \$0.00 | \$0.00 |
| 25 | GRAND TOTAL | | \$14,834,617.00 | \$0.00 | \$14,834,617.00 |

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: www.state.tn.us/finance/rds/ocr/policy03.pdf).

² Applicable detail attached if line-item is funded.

ATTACHMENT 1 CONTINUED
GRANT BUDGET LINE-ITEM DETAIL INFORMATION
(GRANT BUDGET PAGE 2)

| PROFESSIONAL FEE/ GRANT & AWARD | AMOUNT |
|--|---------------------|
| Guardian Ad Litem Fees | \$15,000.00 |
| Memphis Consumer Credit - Location Services | \$10,000.00 |
| Interpreting Services, Fees to Other Courts & Court Reporting Services | \$5,000.00 |
| CIMS - Phase II of OnBase Workflow Management System | \$356,480.00 |
| TOTAL | \$386,480.00 |

| CAPITAL PURCHASE | AMOUNT |
|-------------------------|--------------------|
| OnBase Scanner | \$18,140.00 |
| TOTAL | \$18,140.00 |

Malone, Dini

From: Ken Hall [Ken.Hall@tn.gov]
Sent: Friday, May 15, 2009 11:30 AM
To: Malone, Dini
Cc: Charles Bryson; Linda Cowan; Richard Paige
Subject: Re: Budget Amendment #3

Attachments: SHELBY JUVENILE BUDGET SFY 09 REVISION 3.xls



SHELBY JUVENILE
BUDGET SFY 09 ...

Dini,

Please see attached budget with line-items revised as requested by Shelby County. Thanks.
Ken

Ken Hall
Program Coordinator
TN Dept. of Human Services
Child Support Division
400 Deaderick Street, 12th Floor
Nashville, TN 37243-1403
Phone: (615) 313-5208
Fax: (615) 532-2791
ken.hall@tn.gov <mailto:ken.hall@tn.gov>

>>> "Malone, Dini" <Dini.Malone@shelbycountyttn.gov> 5/15/2009 9:23 AM
>>> >>>

Good Morning Charles:

Based on the latest OnBase workflow plan and our projected final operating expenditures through June 30, 2009, attached is the worksheet with our proposed budget amendment #3 for your review. Please contact me if you have any questions. Thank you.

Dini Malone

Director, Administrative Services

Juvenile Court of Memphis & Shelby County

616 Adams Ave, Memphis, TN 38105

Dini.Malone@shelbycountyttn.gov

(901) 405-8888

ATTACHMENT 1

GRANT BUDGET

(GRANT BUDGET PAGE 1)

REVISION #3

| | | | | | | |
|--|---|--|-----------------|-----------------------|-----------------|--|
| GRANTEE: | | MEMPHIS & SHELBY COUNTY JUVENILE COURT | | | | |
| PROGRAM AREA: | | CHILD SUPPORT ENFORCEMENT | | | | |
| APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period | | | | | | |
| BEGINNING: | | July 1, 2008 | | ENDING: | June 30, 2009 | |
| POLICY 03 Object Line-item Reference | EXPENSE OBJECT LINE-ITEM CATEGORY ¹ (detail schedule(s) attached as applicable) | | GRANT CONTRACT | GRANTEE PARTICIPATION | TOTAL PROJECT | |
| 1 | Salaries | | \$9,322,229.00 | \$0.00 | \$9,322,229.00 | |
| 2 | Benefits & Taxes | | \$2,766,132.00 | \$0.00 | \$2,766,132.00 | |
| 4, 15 | Professional Fees/Grant & Awards ² | | \$386,480.00 | \$0.00 | \$386,480.00 | |
| 5 | Supplies | | \$64,617.00 | \$0.00 | \$64,617.00 | |
| 6 | Telephone | | \$50,000.00 | \$0.00 | \$50,000.00 | |
| 7 | Postage & Shipping | | \$129,200.00 | \$0.00 | \$129,200.00 | |
| 8 | Occupancy | | \$323,000.00 | \$0.00 | \$323,000.00 | |
| 9 | Equipment Rental & Maintenance | | \$35,470.00 | \$0.00 | \$35,470.00 | |
| 10 | Printing & Publications | | \$24,600.00 | \$0.00 | \$24,600.00 | |
| 11, 12 | Travel / Conferences & Meetings | | \$4,500.00 | \$0.00 | \$4,500.00 | |
| 13 | Interest ² | | \$0.00 | \$0.00 | \$0.00 | |
| 14 | Insurance | | \$0.00 | \$0.00 | \$0.00 | |
| 16 | Specific Assistance to Individuals | | \$0.00 | \$0.00 | \$0.00 | |
| 17 | Depreciation ² | | \$0.00 | \$0.00 | \$0.00 | |
| 18 | Other Non-Personnel ² | | \$0.00 | \$0.00 | \$0.00 | |
| 20 | Capital Purchase ² | | \$18,140.00 | \$0.00 | \$18,140.00 | |
| 22 | Indirect Cost | | \$1,710,249.00 | \$0.00 | \$1,710,249.00 | |
| 24 | In-Kind Expense | | \$0.00 | \$0.00 | \$0.00 | |
| 25 | GRAND TOTAL | | \$14,834,617.00 | \$0.00 | \$14,834,617.00 | |

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies*, Appendix A. (posted on the Internet at: www.state.tn.us/finance/rds/ocr/policy03.pdf).

² Applicable detail attached if line-item is funded.

ATTACHMENT 1 CONTINUED
GRANT BUDGET LINE-ITEM DETAIL INFORMATION
(GRANT BUDGET PAGE 2)

| PROFESSIONAL FEE/ GRANT & AWARD | AMOUNT |
|--|---------------------|
| Guardian Ad Litem Fees | \$15,000.00 |
| Memphis Consumer Credit - Location Services | \$10,000.00 |
| Interpreting Services, Fees to Other Courts & Court Reporting Services | \$5,000.00 |
| CIMS - Phase II of OnBase Workflow Management System | \$356,480.00 |
| TOTAL | \$386,480.00 |

| CAPITAL PURCHASE | AMOUNT |
|-------------------------|--------------------|
| OnBase Scanner | \$18,140.00 |
| TOTAL | \$18,140.00 |

JOHNATHAN & MARY
MARTIN BRIGHT

Malone, Dini

From: Ken Hall [Ken.Hall@tn.gov]
Sent: Friday, May 15, 2009 11:30 AM
To: Malone, Dini
Cc: Charles Bryson; Linda Cowan; Richard Paige
Subject: Re: Budget Amendment #3

FYI ONLY

Attachments: SHELBY JUVENILE BUDGET SFY 09 REVISION 3.xls



SHELBY JUVENILE
BUDGET SFY 09 ...

Dini,

Please see attached budget with line-items revised as requested by Shelby County. Thanks.
Ken

Ken Hall
Program Coordinator
TN Dept. of Human Services
Child Support Division
400 Deaderick Street, 12th Floor
Nashville, TN 37243-1403
Phone: (615) 313-5208
Fax: (615) 532-2791
ken.hall@tn.gov <mailto:ken.hall@tn.gov>

>>> "Malone, Dini" <Dini.Malone@shelbycountyttn.gov> 5/15/2009 9:23 AM
>>> >>>

Good Morning Charles:

Based on the latest OnBase workflow plan and our projected final operating expenditures through June 30, 2009, attached is the worksheet with our proposed budget amendment #3 for your review. Please contact me if you have any questions. Thank you.

Dini Malone

Director, Administrative Services

Juvenile Court of Memphis & Shelby County

616 Adams Ave, Memphis, TN 38105

Dini.Malone@shelbycountyttn.gov

(901) 405-8888